

Superior Court of California County of Stanislaus New Modesto Courthouse

PROJECT FEASIBILITY REPORT

JUNE 7, 2010



ADMINISTRATIVE OFFICE
OF THE COURTS

OFFICE OF COURT CONSTRUCTION
AND MANAGEMENT

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1. EXECUTIVE SUMMARY

1.1. Introduction

This Project Feasibility Report for the proposed New Modesto Courthouse for the Superior Court of California, County of has been prepared as a supplement to the *Judicial Branch AB 1473 Five-Year Infrastructure Plan Fiscal Year 2010-2011*. This report documents the need for the proposed new 26-courtroom facility, describes alternative ways to meet the underlying need, and describes the recommended project.

1.2. Statement of Project Need

The proposed new courthouse will accomplish the following immediately needed improvements to the Superior Court and enhance its ability to serve the public:

- Replace seven unsafe, overcrowded, and physically deficient court facilities;
- Create a modern, secure, courthouse that meets Judicial Council standards for all adult case types;
- Create operational efficiencies through the consolidation of Modesto Courthouse, Hall of Records, Ceres Courthouse, Turlock Courthouse, leased Traffic/Small Claims court, leased IV-D Family court, and the leased City Towers Civil court;
- Provide space for 4 new judgeships, 2 authorized by AB 159, and 2 from the last 50 recommended by the Judicial Council; and
- Provide functions not currently provided due to lack of support space, including: three separate and distinct zones of public, restricted, and secured circulation; a self-help center; appropriately-sized and secure public lobby; queuing for entrance screening and public service counters; courtroom waiting areas; properly sized and equipped jury assembly room, jury deliberation rooms, and family court mediation rooms; adequately-sized in-custody holding, attorney interview/witness waiting rooms, courtroom holding areas; and a children's waiting room .

The Superior Court of California, County of Stanislaus provides a complete range of court services to Stanislaus county residents from eight facilities: six court facilities in the City of Modesto, one facility in the City of Ceres, and one facility in the City of Turlock.

The majority of services provided by the court are provided in the six facilities in the City of Modesto: the Modesto Courthouse, the Hall of Records, the Juvenile Courthouse, the Traffic Courthouse, the IV-D Family Courthouse, and the City Towers leased facility.

The seven court facilities to be replaced have many deficiencies that are described below. Taken together, the Hall of Records and the adjacent Modesto Courthouse experience security problems, have many physical and functional problems, and numerous deficiencies under the Americans with Disabilities Act (ADA), which prevent the court from operating safe and efficient court facilities. The staff work areas in the Modesto Courthouse are overcrowded. These conditions significantly hinder the superior court's ability to provide a full range of services to its users. The courthouses in Ceres and Turlock are old municipal courts located five and fourteen miles respectively from the

Modesto Courthouse. The leased facilities are located in two privately owned buildings and one county owned building not originally designed for use by the courts. They experience security problems typical of multi-tenant buildings, are geographically scattered, and are physically and functionally deficient. The fact that the court's existing facilities are not consolidated exacerbates their functional problems. These existing conditions impact access to justice for all court users and negatively impact overall court operations, in terms of strain on resources, workload, and staffing.

This project—ranked in the Immediate Need priority group of the Trial Court Capital-Outlay Plan that was adopted by the Judicial Council in October 2008—is one of the highest priority trial court capital-outlay projects for the judicial branch, and was selected by the Judicial Council in October 2008 as one of 41 projects to be funded by Senate Bill (SB) 1407 revenues.

1.3. Options Analysis

The AOC and the court examined two facility development options to provide adequate space for court functions in Stanislaus County:

- Project Option 1: Construct a New Courthouse
- Project Option 2: Renovate/Expand the Existing Modesto Courthouse. Three variations of this option are presented in Section 3.

Project Option 1, construct a new courthouse with 26 courtrooms, is the recommended alternative.

1.4. Recommended Option

The recommended project is to construct a new 26-courtroom courthouse in Modesto. This option is recommended as the most cost-effective solution for meeting current and mid-term needs of the court. This project will consolidate seven existing facilities containing 24 courtrooms, 2 of which are currently not occupied by the court. The project has viable economic opportunities, including consolidation of seven existing facilities into one new courthouse.

A space program for the proposed project, which has been created in collaboration with the court, outlines a need for approximately 301,464 Building Gross Square Feet (BGSF). Based on a site program for the new facility, a site of approximately 2.91 acres is needed for the courthouse.

The estimated project cost to construct the project is \$278,276 million, without financing and including land costs. These costs are based on constructing an eight-story building with a basement. The facility would include 100 public surface parking spaces, and 32 secure parking spaces at the basement level. The specific building design and plan will be dependent on the final site plan for the site selected and may vary in the number of floors, provision of a basement, and use of a mechanical penthouse. The building design will be determined in the preliminary plans phase of the project.

A preliminary project schedule has been developed based upon approval processes by the Department of Finance and the Joint Legislative Budget Committee to be implemented as a result of Senate Bill 1407 (Ch. 311, Statutes of 2008), and Senate Bill No. 12, Special Session (SBX2 12, Ch. 10, Statutes of 2009). Construction costs are escalated to the start and midpoint of construction based on five percent annual escalation. In the current schedule, the acquisition phase will begin summer 2010 and design will begin summer 2012 pending completion of site selection and acquisition. Construction is then scheduled to begin summer 2014 and be completed summer 2016.

2. STATEMENT OF PROJECT NEED

2.1. Introduction

The court facilities serving Stanislaus County are decentralized, have severe security problems, are overcrowded, and have many physical problems. As the current and mid-term needs of the court in downtown Modesto cannot be met by an on-site addition—for a variety of reasons discussed more fully under Section 3.2.2, Project Option 2—the operations of this facility and those in the Hall of Records, Modesto Traffic Courthouse, IV-D Family Courthouse, City Towers Civil Courthouse, Ceres Courthouse, and Turlock Courthouse need to be consolidated into a single, secure, and physically appropriate building.

2.2. Transfer Status

Under the Trial Court Facilities Act, negotiations for transfer of responsibility of all trial court facilities from the counties to the state began July 1, 2004. Assembly Bill (AB) 1491 (Ch. 9 Statutes of 2008)(Jones) was enacted and extended the deadline for completing transfers to December 31, 2009. Transfer status for each existing facility affected by the proposed project is provided in the following table.

TABLE 2.2a
Existing Facilities Transfer Status

Facility/Location	Owned or Leased	Type of Transfer	Transfer Status
Modesto Courthouse 800-11th Street Modesto, CA	Owned	TOR/TOT	Complete
Hall of Records 1100 I Street Modesto, CA	Owned	TOR/TOT	Complete
City Towers Civil 801-10th Street Modesto, CA	Leased	Court Lease-No Transfer	N/A
IV-D Family Law Courthouse 801-11th Street Modesto, CA	Leased	Court Lease-No Transfer	Complete
Modesto Traffic Courthouse 2260 Floyd Avenue Modesto, CA	Leased	TOR	Complete

Facility/Location	Owned or Leased	Type of Transfer	Transfer Status
Ceres Courthouse 2744 2nd Street Ceres, CA 95307	Owned	TOR/TOT	Complete
Turlock Courthouse 300 Starr Avenue Turlock, CA 95830	Owned	TOR/TOT	Complete

Note: Only facilities directly affected by the project are listed.

2.3. Project Ranking

Since 1998, the AOC has been engaged in a process of planning for capital improvements to California's court facilities. The planning initiatives began with a statewide overview, moved to county-level master planning, and then to project-specific planning studies.

On October 24, 2008, the Judicial Council adopted an update to the Prioritization Methodology for Trial Court Capital-Outlay Projects (the methodology) based on the enactment of Senate Bill (SB) 1407. SB 1407 provides enhanced revenues to finance up to \$5 billion in lease-revenue bonds for trial court facility construction for both Immediate and Critical Need projects. In accordance with SB 1407, trial court capital-outlay projects with viable economic opportunities are given priority when submitting detailed funding requests to the executive and legislative branches.

In October 2008, the Council also adopted an updated trial court capital-outlay plan (the plan) based on the application of the methodology. The plan identifies five project priority groups to which 153 projects are assigned based on their project score (determined by existing security, physical conditions, overcrowding, and access to court services).

This project—ranked in the Immediate Need priority group in the Trial Court Capital-Outlay Plan adopted by the Judicial Council in October 2008—is one of the highest priority trial court capital-outlay projects for the judicial branch, and was selected as one of 41 projects to be funded by SB 1407 revenues by the Judicial Council in October 2008.

2.4. Summary of Economic Opportunities

In accordance with Chapter 311, Statutes of 2008, Government Code section 70371.5(e), in recommending a project for funding, the Judicial Council shall consider economic opportunities for the project. "Economic opportunity" includes, but is not limited to, free or reduced costs of land for new construction, viable financing partnerships with, or fund contributions by, other government entities or private parties that result in lower project delivery costs, cost savings resulting from adaptive reuse of existing facilities, operational efficiencies from consolidation of court calendars and operations, operational savings from sharing of facilities by more than one court, and building operational cost savings from consolidation of facilities.

Potential economic opportunities for this project are as follows:

2.4.1. Free or Reduced Costs of Land.

The project will not benefit from a donation of land.

2.4.2. Viable Financing Partnerships.

No viable financing partnerships that would reduce project delivery costs have been identified for this project.

2.4.3. Adaptive Reuse of Existing Facilities.

The project does not include adaptive reuse of existing facilities.

2.4.4. Consolidation of Court Calendars and Operations.

The project consolidates seven existing facilities into one new courthouse. See Table 2.7.a – Existing Facilities for list of facilities to be consolidated.

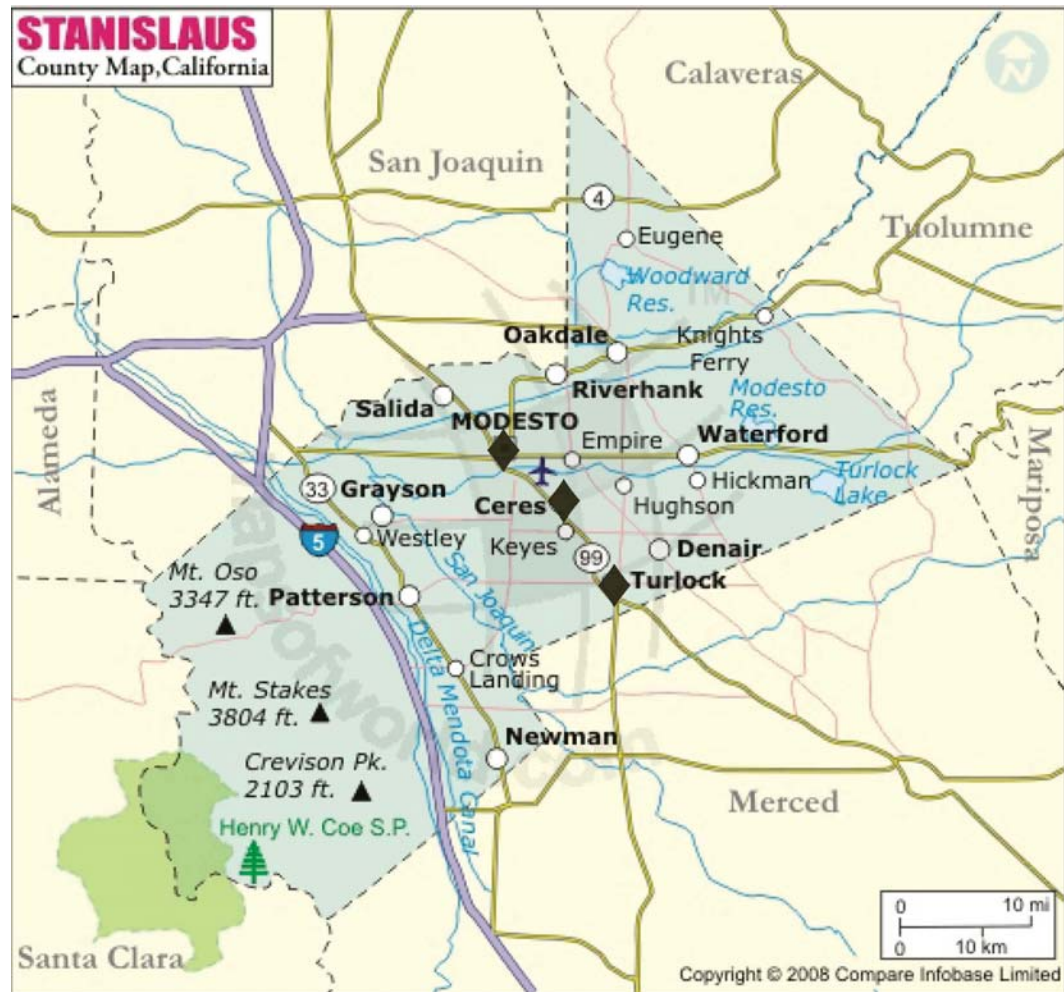
2.4.5. Sharing of Facilities.

This project will not be shared by more than one court.

2.5. Current Court Operations

Superior Court of California, County of Stanislaus, has 26 courtrooms operating in four court facilities and four leased facilities. The one-courtroom court facilities in Ceres and Turlock are closed until June 2010 due to budget constraints.

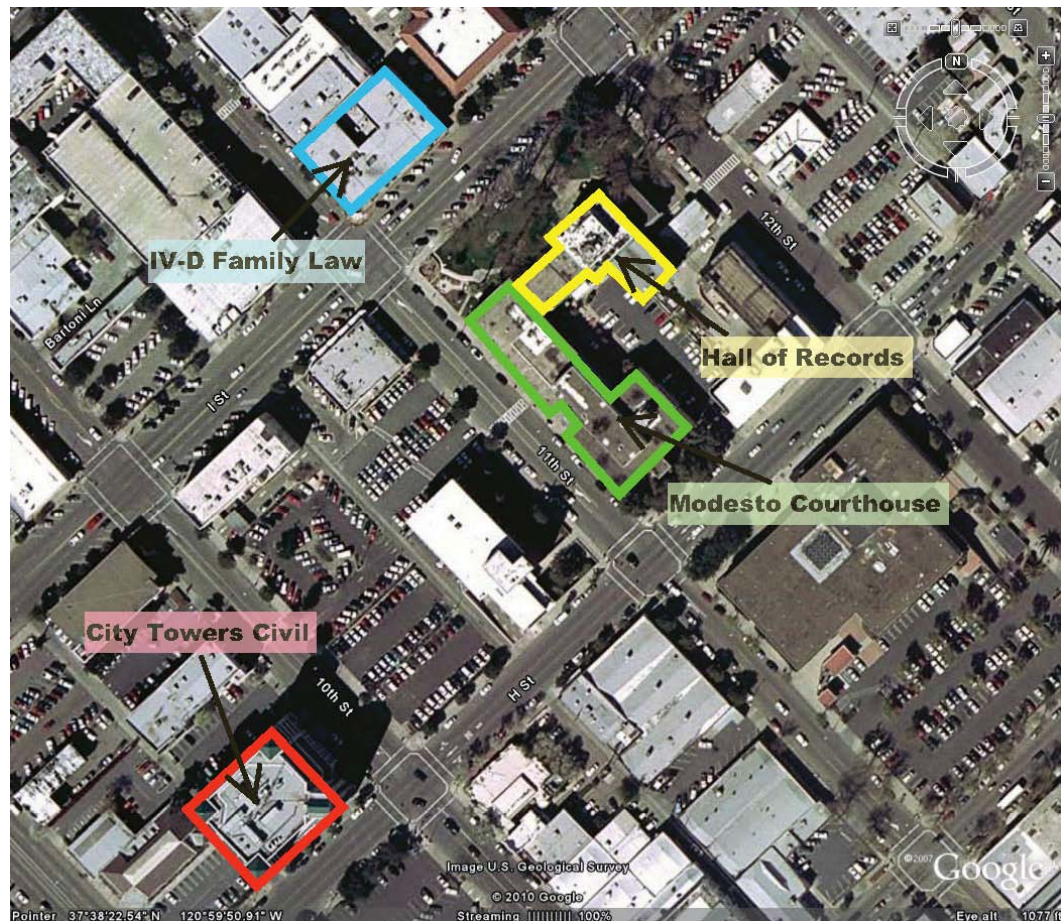
FIGURE 2.5.a
Stanislaus County Court Facility Locations



The Superior Court of Stanislaus County is located in the Central Valley in northern California. The courthouse is approximately 90 miles southeast of the city of San Francisco. The population of the county is over 446,997 citizens, comprising nine cities, and several small towns. The area is predominantly agricultural with many farms, dairies and food processing plants. Due to affordability, there has been an ongoing influx of Bay Area residents relocating to the county. As a result of this increase in population, the county has experienced an expansion of housing development, as well as commercial, retail, and industrial business development. Consequently, the Stanislaus Superior Court has experienced an increase in all caseload types, including homicide and gang related crimes.

The Court has a total of 24 Judicial Officers. A total of 16 of the 24 judicial officers are located in the main courthouse which is located in downtown Modesto directly next to the old county jail. The remaining eight Judicial Officers are located at other locations in Modesto, Ceres, and Turlock. The main courthouse is a four-story facility with basement offices and courtrooms. The courthouse has a partially secured parking lot located behind the building, with 38 parking spaces. The courthouse has one main public entrance that allows access throughout the courthouse and one public entrance that allows access only to the Family Law/Small Claims/Traffic Payment area. The average daily number of public visitors who enter the courthouse is 1,500.

FIGURE 2.5.b
Downtown Modesto Courthouse Site: Hall of Records Building Attached to
Modesto Main Courthouse and Onsite Parking, City Towers Civil lease, and
IV-D Family Law Lease



2.5.1. Main Courthouse and Hall of Records.

There are a total of sixteen courtrooms in this facility. Most of the courtrooms in the main court are located in the courthouse wing; two courtrooms are located in the older Hall of Records wing.

The types of proceedings handled in the main courthouse include probate (non estate matters), family law, appeals, juvenile dependency and criminal. Some of the clerk's offices located in the main courthouse which also includes the Hall of Records wing include the following: administration, criminal, family law, small claims, traffic payments, self help center, jury, technology, human resources and fiscal. The jury office occupies the entire basement of the Hall of Records portion of the courthouse.

The following is a list of off-site court facilities that are used by the Superior Court of Stanislaus County of Stanislaus County because the main courthouse does not have room for expansion or growth. Furthermore, any renovations required would be too costly as the Hall of Records wing does not meet state Title 24 or California Fire Marshal code requirements.

2.5.2. Title IV-D and Family Law lease, Modesto.

These functions are located in a county facility located across the street from the main courthouse. This facility houses one courtroom for a Commissioner.

2.5.3. Civil and Probate Divisions, City Towers lease, Modesto.

These divisions are located two blocks from the main courthouse in a privately owned leased facility. The Superior Court occupies the fourth and sixth floors of this seven story office building. There are two civil courtrooms on each floor.

2.5.4. Traffic Division lease, Modesto.

The Traffic Division is located in leased space approximately five miles from the main courthouse on the eastern side of the city. This location houses one large courtroom for a commissioner and a clerk's office.

2.5.5. Ceres Court.

The Ceres Court is located five miles south from the main courthouse in the city of Ceres. This court facility is located on the same block as the Ceres fire department and Ceres police department. This facility houses one courtroom with ancillary space and small private offices.

2.5.6. Turlock Court.

The Turlock Court is located approximately fifteen miles from the main courthouse in the City of Turlock. This location houses one courtroom with ancillary space and a Clerk's office.

2.5.7. Juvenile Facility.

This county facility is located four miles from the main courthouse and houses two courtrooms for two judicial officers, a Juvenile Clerk's office, and courtroom support staff. This facility will not be replaced by the proposed new courthouse.

2.6. Judicial Projections

Current and projected Judicial Position Equivalents (JPEs)¹ are the basis for establishing both the number of courtrooms and the size of a proposed capital-outlay project. Projected JPEs are determined by the Update of the Judicial Workload Assessment (the 2008 assessment) as adopted by the Judicial Council in October 2008.

The 2008 assessment provides an estimate of current judicial need through the application of a workload methodology adopted by the Judicial Council in August 2001. In 2004, the council approved a proposal to seek the creation of 150 new judgeships based on the statewide assessed current need of approximately 350 new judgeships. Projects to be funded by SB 1407 will include space for these 150 new judgeships: 50 authorized by SB 56 (Ch. 390, Statutes of 2006) in FY 2006-2007, 50 authorized by AB 159 (Ch. 722, Statutes of 2007) in FY 2007-2008, and the last 50 that are still to receive legislative authorization.

On October 24, 2008, the Judicial Council approved an updated assessment identifying 327 currently needed new judgeships. These 327 currently-needed new judgeships do not include either the 50 SB 56 or the 50 AB 159 judgeships but do include the last 50 new judgeships that are still to receive legislative authorization and funding.

The 2008 assessment also prioritizes the next 100 new judgeships beyond the 150 new judgeships described above. Projects funded by SB 1407 will not include programmed space for these additional 100 new judgeships; however and as applicable to the court, they will be accounted for under the column labeled Future Growth in Table 2.6.a below and to determine the appropriate site size of a project, as described in Section 4.5.2, Site Program.

Table 2.6.a below provides information used to determine the near-term need for this project, which includes 22 existing JPEs (including any applicable SB 56 judgeships), two AB 159 judgeships, and two of the next 50 proposed judgeships. The Stanislaus Superior Court total is provided for reference.

TABLE 2.6a
Current and Projected JPEs to be Assigned to New Courthouse
(Including Proposed New Judgeships)

Location	Current JPEs	AB 159	Proposed 50	Future Growth	Total JPEs	Basis for Proposed Project
New Modesto Courthouse	22	2	2	0	26	26
Stanislaus Superior Court	24	2	2	4	32	—

¹ JPEs are defined as the total authorized judicial positions adjusted for vacancies, assistance rendered by the court to other courts, and assistance received by the court from assigned judges, temporary judges, commissioners, and referees.

2.7. Existing Facilities

Seven existing facilities containing 24 courtrooms are directly affected by this project as shown in the table below. These facilities are currently unsafe, substandard in size, and overcrowded.

TABLE 2.7a
Existing Facilities

Facility/Location	Number of Existing Courtrooms Affected by this Project	Departmental Square Footage Occupied by the Court	Court Space as a Percentage of Total Building Square Footage
Modesto Courthouse 800-11th Street Modesto, CA	14	48,473	99%
Hall of Records 1100 I Street Modesto, CA	2	17,425	47%
City Towers 801-10th Street Modesto, CA	4	21,788	N/A
IV-D Family Law Courthouse 801-11th Street Modesto, CA	1	6,784	23%
Modesto Traffic Courthouse 2260 Floyd Avenue Modesto, CA	1	10,285	N/A
Ceres Courthouse 2744 2nd Street Ceres, CA 95307	1	2,700	100%
Turlock Courthouse 300 Starr Avenue Turlock, CA 95830	1	2,851	100%
Total Existing Courtrooms and DGSF	24	110,306	

The court facilities listed in the above table are located in AOC-owned buildings, leased facilities, and buildings shared with county uses. The functional square footage of space currently occupied by the court is 110,306. The square footage required for the project is 215,331 Departmental Gross Square Feet (DGSF) or 301,464 (BGSF). This represents a shortfall of 105,025 DGSF to meet the current and near-term needs of the court based on the space program developed and shown in Appendix A.

The existing facilities contain numerous deficiencies relative to access and efficiency, security, and Americans with Disabilities Act (ADA) accessibility which creates impediments to the administration of justice. Specific issues with the existing facilities are summarized as follows.

2.7.1. Hall of Records/Main Courthouse.

The condition of both buildings will be addressed in the subsections below. The state fire marshal has confirmed that the Hall of Records building cannot be renovated and re-used due to its severe and intractable fire and life safety code deficiencies. For this reason, the building sits largely vacant as the county moves out of its space in accordance with the transfer agreement.

2.7.1.1. *Security Deficiencies*

- The building does not have adequate holding capability for the number of in-custody defendants managed onsite.
- Only 1 of the 16 courtrooms has a secure holding facility. (See Figure 2.7.a).

FIGURE 2.7.a
Only Courtroom Holding Cell in Courthouse
(Note door to judicial chambers to the left)



- The building does not have separate and secure corridors for in-custody movement. Prisoners enter and exit the various courtrooms through the same corridors as the court staff, judges, jurors, and public. This presents a risk to public safety. (See Figure 2.7.b)

FIGURE 2.7.b
In-custody Defendants Moving through Public Corridor



- Jury rooms are often used for holding in-custody defendants. These jury rooms are located adjacent to judicial chambers presenting a security risk to judicial staff.
- Judicial chambers windows are not bullet resistant and do not have a reflective coating to limit the view in from the exterior. The judicial chambers and parking area can be viewed from the street, the jail rooftop exercise yard, and adjoining buildings including a multi-story parking structure. This visual access and lack of protection presents a serious security risk to judicial staff. (See Figure 2.7.c).

FIGURE 2.7.c
View into Judicial Chambers and Parking Area from
Jail and Jail Exercise Yard



2.7.2. Hall of Records/Main Courthouse.

2.7.2.1. *Courtroom Deficiencies*

- The courtroom clerk and court reporter workstations are too small for their functions and are not ADA compliant.
- The courtroom benches are accessed by stairs and are not ADA compliant. (See Figure 2.7.d).

FIGURE 2.7.d
Judges Benches at Courtrooms are not Accessible



- Jury boxes and witness stands in the courtrooms are not ADA compliant. (See Figure 2.7.e).

FIGURE 2.7.e
Jury Boxes are not Accessible



- Spectator seating areas in the courtrooms are not ADA compliant.

- Judicial chambers restrooms are not ADA compliant. The restrooms typically measure 16 square feet in size and the doors are less than 3' wide.

2.7.2.2. *Hall of Records Building: Jury Deliberation and Jury Assembly Deficiencies*

- Jury deliberation room restrooms are not ADA compliant and the restroom doors are 23" wide not 3' wide as required by code. (See Figure 2.7.f).

FIGURE 2.7.f
Jury Restrooms are not Accessible



- The jury assembly room has inadequate restrooms for the jurors. Only two restrooms are provided for the average 200 jurors.

2.7.2.3. *Hall of Records Building: Clerk's Areas/Staff Space Deficiencies*

- Staff areas are overcrowded. (See Figure 2.7.g).

FIGURE 2.7.g
Staff Work Areas are Overcrowded



- Support spaces are inadequately sized for current workload.
- File storage space is inadequate for active court files.
- Computer room space is inadequately sized for existing equipment.
- There is a lack of conference room space. Judicial and staff meetings are held in a nearby county facility due to inadequate space at the courthouse.

2.7.2.4. Hall of Records Building: General Space, Functional, and Physical Deficiencies

- The buildings, although not deemed unsafe for operation, are seismically deficient compared to current codes for new construction. No plan to remediate its existing conditions is in place at this time.
- The building design of the Hall of Records allows for no legal exits out of the north wing's upper floors. Correction of this deficiency would require construction of a new stair enclosure.
- The existing main stair tower in the Hall of Records does not meet code because stair towers must be located within fire rated shafts and cannot be used to access support spaces. Toilet rooms are located inside the stairwell at intermediate landing levels.
- There are no ADA compliant toilets in the building.
- The entries to the buildings are not ADA compliant. The entries are elevated above the plaza level, and no ramp is provided. (See Figures 2.7.h & 2.7.i).

FIGURE 2.7.h
Main Courthouse Entrance Only Accessible by Stairs



FIGURE 2.7.i
Hall of Records Entrance Only Accessible by Stairs



- The elevator is restricted for staff use only.
- The staff entry from the secure parking lot is not ADA compliant. (See Figure 2.7.j).

FIGURE 2.7.j
Judicial Entrance from Secure Parking is not Accessible



- Public areas are overcrowded; waiting space, interview space, and other functions are non-existent. (See Figure 2.7.k).

FIGURE 2.7.k
Public Waiting in Main Corridor



- Piping throughout the facility is rusted and deteriorated and requires replacement for mechanical and plumbing systems to remain operational. Underground piping can be assumed to be in similar condition, and should be abandoned or replaced.
- Stained ceiling tiles are an indication of leaking throughout the building.
- Asbestos and lead paint is found throughout the building under floor tiles and above the ceiling.

2.7.3. City Towers Civil Courthouse.

Civil cases are heard in leased space on the fourth and sixth floors of this privately owned building located one block to the southwest of the Modesto Courthouse. While the two courtrooms and support spaces are adequate, the requirement for security personnel and equipment is compounded due to the court space occupying two floors in a facility separate from the main courthouse.

FIGURE 2.7.1
City Towers



2.7.4. IV-D Family Law Courthouse

The Family/Child Support Division operates out of leased space in this County-owned building across the street from the Modesto Courthouse.

FIGURE 2.7.m
IV-D Family Court



- There is no waiting area outside the courtroom and no sound lock vestibule for the courtroom. Space for security screening is inadequate.

FIGURE 2.7.n
Entrance/screening Area for IV-D Family Court is undersized



2.7.5. Modesto Traffic Courthouse.

The traffic court operates out of leased space in this privately owned building located approximately five miles to the east of the Modesto Courthouse.

FIGURE 2.7.o
Modesto Traffic Court



FIGURE 2.7.p
Corridor at Entrance to Traffic Counter
(This line often extends outside the building.)



2.7.6. Ceres Courthouse.

FIGURE 2.7.q
Ceres Courthouse



FIGURE 2.7.r
Main Entry – Public Counter and Entrance to Courtroom



- The main entry is not large enough to accommodate security screening equipment and is shared with the queuing area for the public counter. The double doors are the entrance to the courtroom. Jury deliberation room is not large enough to seat a full jury.

FIGURE 2.7.s

Ceres – Jury Deliberation Room is not Large Enough to Seat a Full Jury.



2.7.7. Turlock Courthouse.

FIGURE 2.7.t
Turlock Courthouse



- Security screening area is shared with queuing area for public counters. There is no area for waiting before entering the courtroom.

FIGURE 2.7.u
Turlock Lobby and Security Screening Area is Undersized



3. OPTIONS ANALYSIS

3.1. Introduction

The purpose of this section is to compare potential options to meet the facility needs of the Superior Court of Stanislaus County in Modesto.

3.2. Project Options

The AOC and the court examined two facility development options to provide adequate space for court functions in Stanislaus County:

- Project Option 1: Construct a New Courthouse
- Project Option 2: Renovate and Expand the Existing Main Courthouse Building. See Section 3.2.2 below for details of the three renovate and expand options.

These options are evaluated based on their ability to provide the space required at good economic value to the state.

3.2.1. Project Option 1: Construction of a New Courthouse.

In Option 1, a building of approximately 301,464 gross square feet will be constructed on a new site with 26 courtrooms and associated support space. With Project Option 1, the existing facilities will be vacated upon completion of the new courthouse. The existing court facilities will remain in use until the new courthouse is completed and then will be disposed of to partially offset the cost of the new courthouse.

The total cost of this option is \$278.276 million not including financing costs.

3.2.1.1. Pros

- Replace seven unsafe, overcrowded, and physically deficient court facilities.
- Create a modern, secure, courthouse that meets Judicial Council standards for all adult case types.
- Create operational efficiencies through the consolidation of Modesto Courthouse, Hall of Records, Ceres Courthouse, Turlock Courthouse, leased Traffic/Small Claims court, leased IV-D Family court, and the leased City Towers Civil court.
- Provide space for 4 new judgeships, 2 authorized by AB 159, and 2 from the last 50 recommended by the Judicial Council.
- Provide functions not currently provided due to lack of support space, including: three separate and distinct zones of public, restricted, and secured circulation; a self-help center; appropriately-sized and secure public lobby; queuing for entrance screening and public service counters; courtroom waiting areas; properly sized and equipped jury assembly room, jury deliberation rooms, and family court mediation rooms; adequately-sized in-custody holding, attorney interview/witness waiting rooms, courtroom holding areas; and a children's waiting room.
- This option, in contrast to Option 2 (Renovation and Expansion), has lower risks to the state in terms of the potential for unidentified costs and schedule delays due to unforeseen existing conditions discovered during renovation of the Modesto Courthouse.
- Unlike Option 2, this option will not incur costly additional expenses for swing space to temporarily house the court. These costs are sunk costs and cannot be recovered after the new courthouse is completed.
- This option will not incur extra moving costs to relocate the court to the swing space before construction starts and then back in to the new courthouse.
- This option will not incur buyout costs for the equity of the space occupied by the county.
- This option will not result in any future disruption to court operations, because construction is completed in one phase.

3.2.1.2. Cons

- Space for future expansion is not provided.
- This option requires authorization of SB 1407 funds for site acquisition and related soft costs (including CEQA), design, and construction.

3.2.2. Project Option 2: Renovate and Expand the Existing Modesto Courthouse.

The AOC has analyzed three options for renovation and expansion of the Modesto courthouse as described below. These options vary as to courtroom count, extent of tenant improvements in the existing building, and the degree to which existing building systems are replaced and upgraded. In each of the three options presented below, the two-courtroom Hall of Records Building would be demolished to provide area on site for an addition. A total of 14 existing courtrooms would continue to operate in the main courthouse.

None of these options would correct the functional problems with the main courthouse, including providing secure corridors for in-custody defendant movement to and from all criminal courtrooms and providing adequate holding cells for all criminal courtrooms. Correcting these critical security deficiencies would require a complete renovation of the existing main courthouse; the cost of a complete renovation would approach the cost of replacing all courtrooms with new construction.

3.2.2.1. *Project Option 2a: Renovation and 12-Courtroom Addition*

Replace the Hall of Records with a new 12-courtroom addition to the Modesto Courthouse, construct tenant improvements in the resulting vacated space in the Modesto Courthouse, and provide minimal replacement/upgrade of building systems in the Modesto Courthouse

Estimated total project cost: \$181.9 million

3.2.2.1.1. Pros.

- Replaces Turlock and Ceres to consolidate all judges, including the 2 AB 159 new judgeships and the 2 new judgeships of the last 50 unfunded new judgeships, in the project.
- Completes tenant improvements in space vacated by relocation to new addition.
- Corrects immediate problems with aging building systems.

3.2.2.1.2. Cons.

- Provides 11 appropriately designed courtrooms in the new addition for criminal trials while 15 are needed. Consequently not all criminal courtrooms will have secure circulation to and from the courtroom, central holding areas, and adequate courtroom holding areas.
- Does not correct any functional problems in existing main courthouse.

- Requires swing space (office space only) to house functions currently located in the Hall of Records during construction.

3.2.2.2. *Project Option 2b: Renovation and 8-Courtroom Addition*

Replace the Hall of Records with a new 8-courtroom addition to the Modesto Courthouse, construct tenant improvements in the resulting vacated space in the Modesto Courthouse, and provide minimal replacement/upgrade of building systems in the Modesto Courthouse

Estimated total project cost: \$160.9 million

3.2.2.2.1. Pros.

- Completes tenant improvements in space vacated by relocation to new addition.
- Corrects immediate problems with aging building systems.

3.2.2.2.2. Cons.

- Maintains lack of consolidation because four new judgeships are not accommodated in the new facility.
- Provides 7 appropriately designed courtrooms in the new addition for criminal trials while 15 are needed. Consequently not all criminal courtrooms will have secure circulation to and from the courtroom, central holding areas, and adequate courtroom holding areas.
- Requires swing space (office space only) to house functions currently located in the Hall of Records during construction.
- Does not correct any functional problems in existing main courthouse.

3.2.2.3. *Project Option 2c: Limited Renovation and 8-Courtroom Addition*

Replace the Hall of Records with a new 8-courtroom addition to the Modesto Courthouse and construct tenant improvements in the resulting backfill space in the Modesto Courthouse. No replacement or upgrade of existing building systems is included in this option.

Estimated total project cost: \$150.4 million

3.2.2.3.1. Pros.

- Completes tenant improvements in space vacated by relocation to new addition.

3.2.2.3.2. Cons.

- Maintains lack of consolidation because four new judgeships are not accommodated in the new facility.
- Provides 7 appropriately designed courtrooms in the new addition for criminal trials while 15 are needed. Consequently not all criminal courtrooms will have secure circulation to and from the courtroom, central holding areas, and adequate courtroom holding areas.
- Requires swing space (office space only) to house functions currently located in the Hall of Records during construction.
- Does not correct any functional problems in existing main courthouse.
- Does not correct any building system deficiencies in the Modesto Courthouse.

3.3. Recommended Project Option

The recommended option is Option 1, Construct a New Courthouse. This option provides the best solution for meeting the court facility needs for the County of Stanislaus.

The project will accomplish the following immediately needed improvements to the Superior Court and enhance its ability to serve the public:

- Replace seven unsafe, overcrowded, and physically deficient court facilities;
- Create a modern, secure, courthouse that meets Judicial Council standards for all adult case types;
- Create operational efficiencies through the consolidation of Modesto Courthouse, Hall of Records, Ceres Courthouse, Turlock Courthouse, leased Traffic/Small Claims court, leased IV-D Family court, and the leased City Towers Civil court;
- Provide space for 4 new judgeships, 2 authorized by AB 159, and 2 from the last 50 recommended by the Judicial Council; and
- Provide functions not currently provided due to lack of support space, including: three separate and distinct zones of public, restricted, and secured circulation; a self-help center; appropriately-sized and secure public lobby; queuing for entrance screening and public service counters; courtroom waiting areas; properly sized and equipped jury assembly room, jury deliberation rooms, and family court mediation rooms; adequately-sized in-custody holding, attorney interview/witness waiting rooms, courtroom holding areas; and a children's waiting room .

4. RECOMMENDED PROJECT

4.1. Introduction

The recommended solution to meet the court's need in Stanislaus County region is to construct a new courthouse. The following section outlines the components of the recommended project, including project description, project space program, courthouse organization, parking requirements, site requirements, design issues, and estimated project cost and schedule.

4.2. Project Description

The proposed project includes the design and construction of a New Modesto Courthouse for the Superior Court of California, County of Stanislaus. The proposed new building will be approximately 301,464 BGSF. The project replaces and consolidates four existing court facilities and three leased facilities and will include 26 courtrooms; court support space for court administration, court clerk, court security operations and holding; and building support space. Sally port, in-custody defendant holding, and 32 secure parking spaces will be located in the basement. Accommodation of these spaces will be determined as most economical and functional based on actual site and conditions (soil, water table) for the selected available property. One hundred (100) parking spaces to support visitors and jurors will be provided in surface parking.

4.3. Space Program

Space needs for this project have been developed based on the *California Trial Court Facilities Standards* (the standards) in collaboration with the court. The overall space program summary is provided in the following table.

TABLE 4.3a
Space Program Summary for the Project

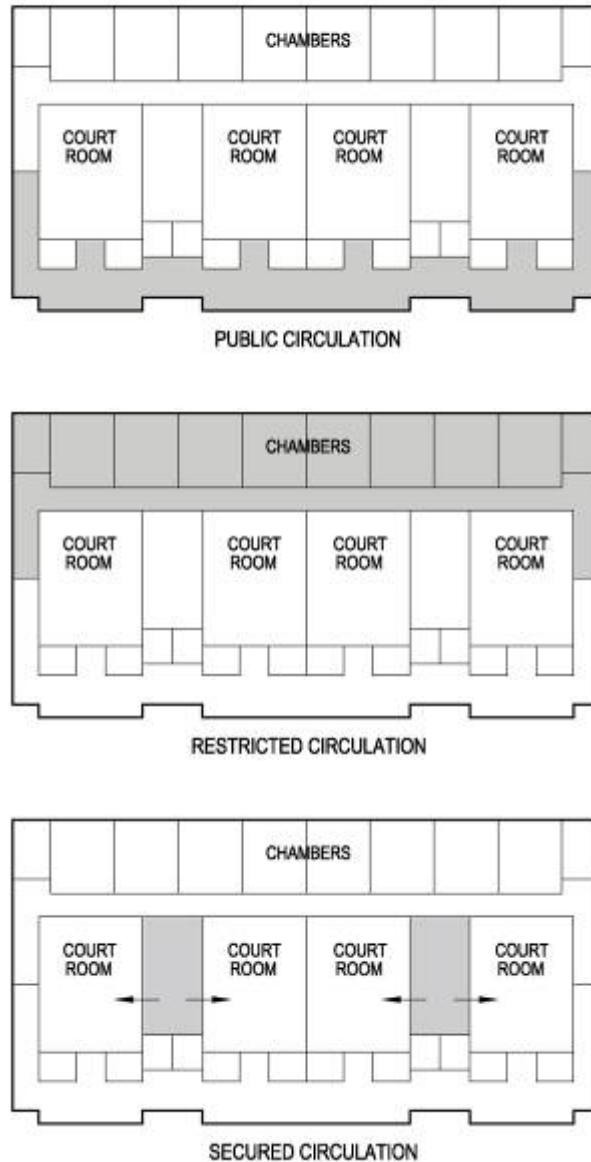
Division/Area	Projected Need		
	Courtrooms	Total Staff	Total Departmental GSF
Public Area: Entry Lobby & Security Screening	-	-	6,205
Courtsets	26	78	98,202
Judicial Chambers & Courtroom Support	-	33	15,940
Court Operations	-	24	5,708
Criminal Division	-	35	5,922
Appeals/Evidence Division	-	9	2,416
Traffic/Small Claims Division	-	31	5,779
Civil Division	-	28	4,651
Family Law/Probate/IV-D (Child Support)/Juvenile	-	35	8,848
Court Administration	-	39	6,410
Information Technology	-	9	2,010
Jury Services	-	4	8,189
Sheriff Operations	-	3	2,571
Central In-Custody Holding	-	-	10,350
Self Help/Family Law Facilitator	-	10	2,113
Family Court Services	-	12	3,307
Building Support	-	3	26,710
Subtotal	26	353	215,331
Gross Area Factor			1.40
Total Building Addition Gross Square Feet			301,464
BCSF per Courtroom			11,595

Detailed program data is provided in Appendix A.

4.4. Courthouse Organization

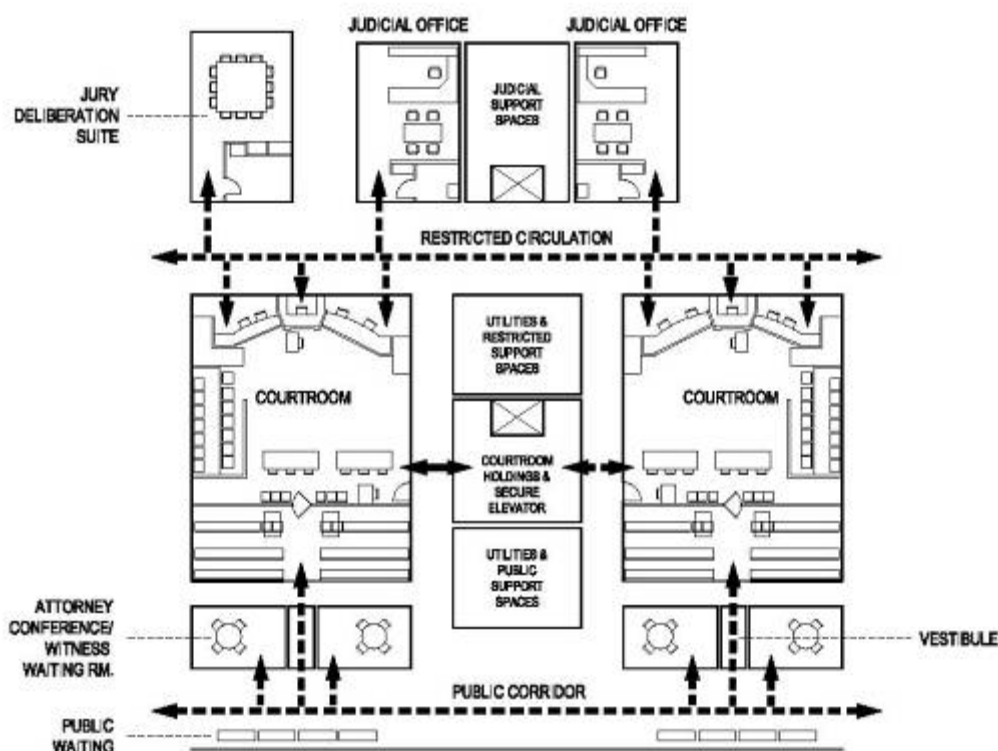
According to the standards, courthouses require three separate and distinct zones of public, restricted, and secured circulation. The three zones of circulation shall only intersect in controlled areas, including courtrooms, sally ports, and central detention (when applicable). The following figure illustrates the three circulation zones.

FIGURE 4.4a
Three Circulation Zones



The court set includes courtrooms, judicial chambers, chamber support space, jury deliberation room, witness waiting, attorney conference rooms, evidence storage, and equipment storage. A restricted corridor connects the chamber suites with staff offices and the secure parking area. Adjacent to the courtrooms is the secure courtroom holding area, accessed via secured circulation. The following figure illustrates how a typical court floor should be organized.

FIGURE 4.4b
Court Floor Organization



4.5. Site Selection and Requirements

The selection of an appropriate site for the project is a critical decision. Several factors, including parking requirements, the site program, site selection criteria, site availability, and real estate market analysis will be considered in making a final site selection.

4.5.1. Parking Requirements.

Parking for judicial officers and some court executive staff is currently provided in an existing gated and partially secure surface lot with 28 spaces located between the Modesto Courthouse and the Stanislaus County Jail. Jurors, staff, and visitors currently park in nearby parking structures or utilize on-street parking spaces.

The proposed project includes 32 secure parking spaces in the basement of the new courthouse and 100 surface parking spaces for staff, jurors, and the general public on site. There are 21 courtrooms currently operating in downtown Modesto, so the proposed project will add 5 courtrooms in the downtown area. Parking for staff, jurors, and visitors was calculated at 20 spaces per courtroom new to the immediate vicinity. The parking required for this project will be confirmed during the site acquisition phase.

4.5.2. Site Program.

A site program was developed for the recommended project. The site program is based on an assumed building footprint, onsite parking, and site elements such as loading areas, refuse collection, and outdoor staff areas. Future growth can be accommodated by constructing an addition on the surface parking lot and developing structured parking to replace displaced parking spaces.

The building footprint is based on preliminary space allocation per floor. The site calculations include the building footprint, site elements, landscaping, and site setbacks. The calculation of site acreage needed has been done on a formula basis, which assumes a flat site. The approach does not take into account any environmental factors, topographic features, or other unique characteristics of a site, and thus should be viewed as a guide to site acreage requirements.

The following table delineates that a minimum site area of approximately 2.91 acres has been identified to accommodate the needs of the project.

TABLE 4.5a
Site Program

Site Component	Project Need	Comments
Structures		
Court Footprint	56,894	8-story building with a basement and penthouse
Total Structure	56,894	
Site Elements		
Loading Bay	960	Assume 2 @ 12' x 40' (Depressed to exterior basement level)
Refuse/Recycling Collection	288	Assume 12' x 24' (Depressed to exterior basement level)
Emergency Generator	200	
Bicycle Parking Area	120	
Outdoor Staff Area	350	
Total Site Elements	1,918	
Parking		
Secure Judicial Parking	-	Locate in basement 32 spaces - see space program
Staff Parking	-	
Visitor Parking	100	Maximum visitor/staff spaces that will fit on one city block
Short-Term Parking	-	
Total Parking Area	35,000	Assume surface parking at 350 SF per space
Total Site Requirements		
Structures	56,894	
Site Elements	1,918	
Parking	35,000	
Subtotal Site Requirements	93,812	
Vehicle/Pedestrian Circulation	9,381	10% of site
Landscaping/Setbacks	23,453	25% of site
Total Site Requirements	126,646	
Total Acreage Requirements	2.91	

4.5.3. Site Selection.

Once initial funding for the project is secured, the AOC will develop a list of sites to be considered by the project's local Project Advisory Group and to which approved site selection criteria will be applied (per Rule 10.184(d) of the

California Rules of Court and subject to final approval by the Administrative Director of the Courts). The site selection/site acquisition process—for all trial court capital projects—is outlined in the *Site Selection and Acquisition Policy for Court Facilities* approved by the Judicial Council of California on June 29, 2007.

4.6. Design Criteria

According to the standards, California court facilities shall be designed to provide long-term value by balancing initial construction costs with projected life cycle operational costs. To maximize value and limit ownership costs, the standards require architects, engineers, and designers to develop building components and assemblies that function effectively for the target lifetime. These criteria provide the basis for planning and design solutions. For exact criteria, refer to the standards approved by the Judicial Council on April 21, 2006.

4.7. Sustainable Design Criteria

According to the standards, architects and engineers shall focus on proven design approaches and building elements that improve court facilities for building occupants and result in cost-effective, sustainable buildings. At the outset of the project, the AOC will determine whether the project will participate in the formal LEED™ certification process of the United States Green Building Council. For additional criteria, performance goals, and information on energy savings programs please refer to the standards.

4.8. Estimated Project Cost

The estimated project cost for the recommended courthouse project is \$278.276 million, without financing and including land costs. This is based on a project of approximately 301,464 gross square feet with 100 surface parking spaces and 32 basement level secure parking spaces. The specific building design and plan may vary in the number of floors, provision of a basement, and use of a mechanical penthouse, depending on the final site selected. The building design will be determined in the preliminary plan phase of the project.

Construction costs for the project include site grading, site drainage, lighting, landscaping, drives, loading areas, vehicle sally port, and parking spaces. Construction costs include allowances for furniture, fixtures, and equipment (FF&E) and data, communications, and security. Construction costs are escalated to the start and midpoint of construction based on five percent annual escalation.

Project costs are added to the construction costs and include fees for architectural and engineering design services, inspection, special consultants, geotechnical and land survey consultants, materials testing, project management, CEQA due diligence, property appraisals, legal services, utility connections, and plan check fees for the state fire marshal and access compliance.

Cost criteria include the following:

- The total project cost—without financing costs—is \$278.276 million.²
- The actual costs could change, depending on the economic environment and when the actual solution is implemented. The estimates were created by applying current cost rates and using a best estimate of projected cost increases.
- The cost estimate is based on the assumption that the courthouse project shall be designed for sustainability and, at a minimum, to the standards of a LEEDTM “Silver” rating.
- The cost estimate is based on the assumption that the building will have an enhanced structural system.
- The estimate is based on a hypothetical building; it does not represent a specific construction type, the use of specific building materials, or a predetermined design. The analysis is based on a series of set performance criteria required for buildings of similar type and specifications.
- The estimates do not include support costs such as utilities and facilities maintenance.

4.9. Project Schedule

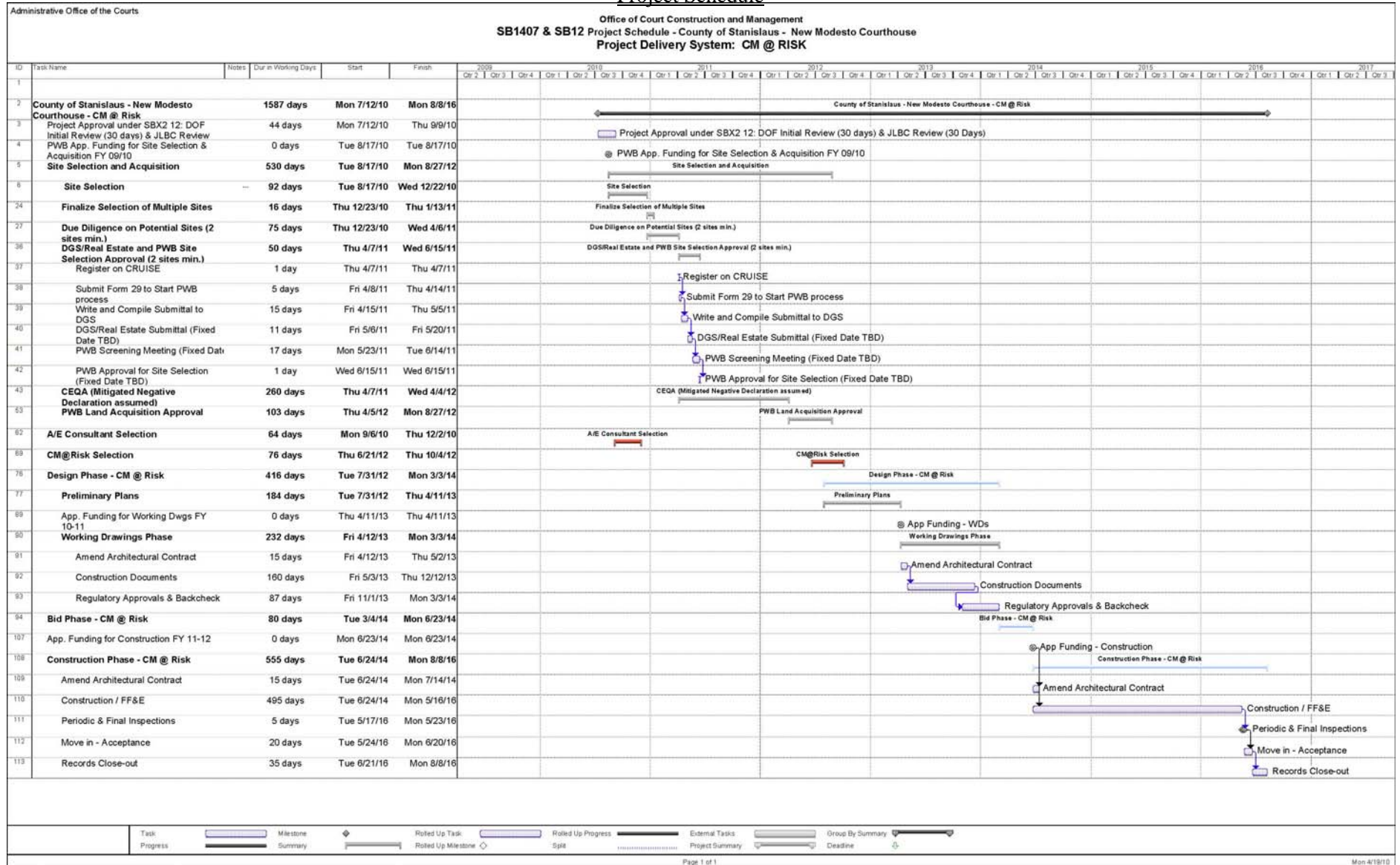
A preliminary project schedule has been developed based upon approval processes by the Department of Finance and the Joint Legislative Budget Committee to be implemented as a result of Senate Bill 1407 (Ch. 311, Statutes of 2008), and Senate Bill No. 12, Special Session (SBX2 12, Ch. 10, Statutes of 2009).

In the current schedule, the acquisition phase will begin summer 2010 and design will begin summer 2012 pending completion of site selection and acquisition. Construction is then scheduled to begin summer 2014 and be completed spring 2016.

The project schedule is provided in the following figure.

² The total project cost is based on construction cost estimates provided by the Cumming Corporation, which have been escalated to the mid-point of construction and are based on the construction schedule provided in Section 4 of this report.

FIGURE 4.10a
Project Schedule



APPENDIX A: DETAILED SPACE PROGRAM

Introduction

A detailed space program was developed for the recommended option.

The following table is the summary of the program for a new 26-courtroom facility. The following pages include a series of tables with a list of spaces required for each major court component, followed by a basement program.

Division/Area	Projected Need			Comments
	Courtrooms	Total Staff	Total Departmental GSF	
Public Area: Entry Lobby & Security Screening	-	-	6,205	
Courtsets	26	78	98,202	
Judicial Chambers & Courtroom Support	-	33	15,940	
Court Operations	-	24	5,708	
Criminal Division	-	35	5,922	
Appeals/Evidence Division	-	9	2,416	
Traffic/Small Claims Division	-	31	5,779	
Civil Division	-	28	4,651	
Family Law/Probate/IV-D (Child Support)/Juvenile	-	35	8,848	
Court Administration	-	39	6,410	
Information Technology	-	9	2,010	
Jury Services	-	4	8,189	
Sheriff Operations	-	3	2,571	
Central In-Custody Holding	-	-	10,350	
Self Help/Family Law Facilitator	-	10	2,113	
Family Court Services	-	12	3,307	
Building Support	-	3	26,710	
Subtotal	26	353	215,331	
Gross Area Factor			1.40	
Total Building Addition Gross Square Feet			301,464	
BGSF per Courtroom			11,595	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Public Area: Entry Lobby & Security Screening					
Entry Vestibule	1,500	-	1	1,500	
Security Screening Queuing	10	-	40	400	
Weapons Screening Station	250	-	4	1,000	
Secure Public Lobby	2,000	-	1	2,000	
Information Kiosk	64	-	1	64	
Subtotal Staff and Net Area		-		4,964	
Departmental Grossing Factor	25%			1,241	
Subtotal Departmental GSF				6,205	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Courtsets					
Courtroom, Large (High Volume, Multi-Jury)	2,400	-	1	2,400	Includes ADA ramping
Courtroom, Large (High Volume)	2,100	-	2	4,200	Includes ADA ramping
Courtroom, Multipurpose (Jury)	1,850	-	23	42,550	Includes ADA ramping
Courtroom Clerk Workstation	-	52	-	-	See Court Operations
Courtroom Clerk Copy/Supply/Workroom	80	-	13	1,040	1 per 4 courtrooms
Bailiff Workstation	-	26	-	-	Locate in courtroom
Exhibit Storage	50	-	26	1,300	
Courtroom Technology/Equipment Room	30	-	26	780	
Courtroom Holding Vestibule	40	-	26	1,040	
Courtroom Holding/Attorney Interview	300	-	13	3,900	1 per 2 courtrooms
Courtroom Vestibule	80	-	26	2,080	
Jury Deliberation (includes . 2 restrooms, kitchenette)	410	-	13	5,330	1 per 2 courtrooms
Courtroom Waiting	220	-	26	5,720	
Attorney/Client Conference Room	100	-	52	5,200	
				-	
Subtotal Staff and Net Area		78		75,540	
Departmental Grossing Factor	30%			22,662	
Subtotal Departmental GSF				98,202	
Judicial Chambers & Courtroom Support					
Judicial Chambers (Includes restroom, closet)	400	26	-	10,400	
Judicial Secretary Workstation	64	7	-	448	1 per 4 judicial officers
Shared Network Printer	12	-	7	84	1 per 4 judicial officers
Chambers Waiting/Reception	120	-	7	840	1 per 4 judicial officers
Coffee Alcove	40	-	7	280	1 per 4 judicial officers
Copy/Workroom/Supply Alcove	100	-	7	700	1 per 4 judicial officers
Subtotal Staff and Net Area		33		12,752	
Departmental Grossing Factor	25%			3,188	
Subtotal Departmental GSF				15,940	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Court Operations					
Court Operations/Courtroom Clerks					
Supervisor Office	120	1	-	120	
Senior CRC	80	1	-	80	
Courtroom Clerks	48	-	52	2,496	Staff counted in Courtsets
Shared Network Printer	12	-	3	36	
Subtotal Staff and Net Area		2		2,732	
Departmental Grossing Factor	35%			956	
Subtotal Departmental GSF				3,688	
Court Reporters					
Supervising Court Reporter	120	1	-	120	
Senior Court Reporter	80	1	-	80	
Court Reporter Workstation	48	18	-	864	
Shared Network Printer	12	-	1	12	
Storage Closet	40	-	1	40	
Court Reporter Production Area	100	-	1	100	
Subtotal Staff and Net Area		20		1,216	
Departmental Grossing Factor	35%			426	
Subtotal Departmental GSF				1,642	
Interpreters (serving new and existing facilities)					
Coordinator	80	1	-	80	
Court Staff Interpreter	48	1	-	48	
Work Carrels	25	-	4	100	shared carrels
Shared Network Printer	12	-	1	12	
Lockers/Book shelving	40	-	1	40	
Subtotal Staff and Net Area		2		280	
Departmental Grossing Factor	35%			98	
Subtotal Departmental GSF				378	
Total Staff and Net Area		24		4,228	
Total Departmental GSF				5,708	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Criminal Division					
Criminal Staff					
Legal Process Supervisor Office	120	1	-	120	
Legal Process Clerk Workstation	48	30	-	1,440	
Shared Network Printer	12	-	5	60	
CLETS Workstation	48	-	1	48	
Service Counter - Criminal				-	
Counter Workstation	48	4	-	192	Assigned workstations
Queuing Area	10	-	8	80	
Public Seating	15	-	20	300	"Take a Number" System
Work counter/Form Storage	64	-	1	64	
Photocopiers/Printers (Staff Support)	80	-	1	80	
Public File Viewing/Document Review	180		1	180	
Active Records					
Active Criminal Files; 42" x 7 shelf unit	12	-	100	1,200	Open Shelving, +2 years onsite, may need 4 years in high-density storage
File Scanning Station	48	-	1	48	
File Staging Area	60	-	1	60	
Sorting Workstation	48	-	1	48	
File Carts	6	-	10	60	
Shared Support					
Copy/Work Room	250	-	1	250	
Subtotal Staff and Net Area		35		4,230	
Departmental Grossing Factor	40%			1,692	
Subtotal Departmental GSF				5,922	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Appeals/Evidence Division					
Staff					
Legal Process Supervisor Office	120	1	-	120	
Legal Process Clerk Workstation	48	8	-	384	
Shared Network Printer	12	-	2	24	
Service Counter					
Counter Workstation	64	-	1	64	Unassigned
Queuing Area	10	-	2	20	
Public Seating	15	-	4	60	"Take a Number" System
Work counter/Form Storage	64	-	1	64	
Photocopiers/Printers (Staff Support)	80	-	-	-	Share with Criminal
Public File Viewing/Document Review	180	-	-	-	Share with Criminal
Active Records					
Active Files; 42" x 7 shelf unit	12	-	6	72	Open Shelving
File Scanning Station	48	-	1	48	
File Staging Area	60	-	1	60	
Sorting Workstation	48	-	1	48	
File Carts	6	-	2	12	
Death Penalty Case File Storage	250	-	1	250	Boxed storage
Shared Support					
Evidence Storage Room	500	-	1	500	Locking storage cabinet, open shelving, safe, computer workstation, cart storage, staging area
Copy/Work Room	250	-	-	-	Share with Criminal
Subtotal Staff and Net Area		9		1,726	
Departmental Grossing Factor	40%			690	
Subtotal Departmental GSF				2,416	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Traffic/Small Claims Division					
Traffic/Small Claims Staff (Includes Turlock Staff)					
Legal Process Supervisor Office	120	3	-	360	
Legal Process Clerk Workstation	48	20	-	960	
Shared Network Printer	12	-	5	60	
Service Counter - Traffic/Small Claims					
Counter Workstation	48	8	-	384	Assigned workstations
Traffic School Counter Workstation	48	-	2	96	Traffic School Staff
Queuing Area	10	-	20	200	
Public Seating	15	-	50	750	"Take a Number" System
Work counter/Form Storage	64	-	1	64	
Photocopiers/Printers (Staff Support)	80	-	1	80	
Active Records					
Active Traffic Files; 42" x 7 shelf unit	12	-	50	600	Open Shelving, assume some existing files are purged and provide 1/2 current 14 years of storage
Active Small Claims Files; 42" x 7 shelf unit	12	-	12	144	Open Shelving, assume some existing files are purged and provide 1/2 current 14 years of storage
File Scanning Station	48	-	1	48	
File Staging Area	60	-	1	60	
Sorting Workstation	48	-	1	48	
File Carts	6	-	4	24	
Shared Support					
Copy/Work Room	250	-	1	250	
Subtotal Staff and Net Area		31		4,128	
Departmental Grossing Factor	40%			1,651	
Subtotal Departmental GSF				5,779	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Civil Division					
Civil Staff					
Legal Process Supervisor Office	120	2	-	240	
Legal Process Clerk Workstation	48	22	-	1,056	
Shared Network Printer	12	-	5	60	
Service Counter - Civil Claims				-	
Counter Workstation	48	4	-	192	Assigned workstations
Queuing Area	10	-	8	80	
Public Seating	15	-	20	300	"Take a Number" System
Work counter/Form Storage	64	-	1	64	
Photocopiers/Printers (Staff Support)	80	-	1	80	
Public File Viewing/Document Review	100		1	100	
Active Records					
Active Civil Files; 42" x 7 shelf unit	12	-	60	720	Open Shelving
File Scanning Station	48	-	1	48	
File Staging Area	60	-	1	60	
Sorting Workstation	48	-	1	48	
File Carts	6	-	4	24	
Shared Support					
Copy/Work Room	250	-	1	250	
Subtotal Staff and Net Area		28		3,322	
Departmental Grossing Factor	40%			1,329	
Subtotal Departmental GSF				4,651	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Family Law/Probate/IV-D (Child Support)/Juvenile					
Staff					
Family Law/Probate Legal Process Supervisor Office	120	2	-	240	
IV-D Legal Process Supervisor Office	120	1	-	120	
Juvenile Legal Process Supervisor Office	120	2	-	240	
Family Law/Probate LPC Workstation	48	12	-	576	
IV-D LPC Workstation	48	4	-	192	
Juvenile Dependency LPC Workstation	48	4	-	192	
Shared Network Printer	12	-	6	72	
CLETS Workstation	48	-	1	48	
Service Counter					
Counter Workstation	48	10	-	480	Assigned workstations
Queuing Area	10	-	20	200	
Public Seating	15	-	50	750	"Take a Number" System
Work counter/Form Storage	64	-	2	128	
Photocopiers/Printers (Staff Support)	80	-	2	160	
Public File Viewing/Document Review	180		1	180	
Active Records					
Active Family/Probate Files; 42" x 7 shelf unit	12	-	100	1,200	Open Shelving/2.5 years onsite
Active IV-D Files; 42" x 7 shelf unit	12	-	25	300	Open Shelving
Active Juvenile Dependency Files; 42" x 7 shelf unit	12	-	50	600	Open Shelving
File Cabinet Storage	10	-	20	200	Used by Probate/IV-D
File Scanning Station	48	-	1	48	
File Staging Area	60	-	1	60	
Sorting Workstation	48	-	1	48	
File Carts	6	-	6	36	
Shared Support					
Copy/Work Room	250	-	1	250	
Subtotal Staff and Net Area		35		6,320	
Departmental Grossing Factor	40%			2,528	
Subtotal Departmental GSF				8,848	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Court Administration					
Administration (Includes Facilities Staff)					
Court Executive Officer	250	1	-	250	
Assistant Court Executive Officer	225	3	-	675	
Court Operations Managers	150	2	-	300	
Clerical	64	6	-	384	
Research Attorney Office	140	2	-	280	
Shared Network Printer	12	-	2	24	
Human Resources					
Manager	150	1	-	150	
Clerical	64	4	-	256	
Waiting Area	80	-	1	80	dedicated entry from corridor
Copy Alcove	40	-	1	40	
Calendar Management					
Clerks	64	3	-	192	
Calendar Prep Room	150	-	1	150	photocopier, storage shelving, staging area
Reference Storage	12	-	4	48	
Finance & Fiscal Services					
Fiscal Manager	150	1	-	150	
Senior Accountant	120	2	-	240	
Accountant	64	1	-	64	
Purchasing Officer	64	1	-	64	
Fiscal Technician	64	6	-	384	
Fiscal Service Clerk	48	6	-	288	
Fiscal File Storage, Lateral File Cabinets	12	-	15	180	
Vault	120	-	1	120	safe, work counter, money counter
Shared Support					
Public Waiting Area	12	-	6	72	Shared
Administrative Conference Room	240	-	1	240	Shared
Copy/Work Room	180	-	1	180	Shared
Central File Room	120	-	1	120	Files, open shelving, mailboxes
Subtotal Staff and Net Area		39		4,931	
Departmental Grossing Factor	30%			1,479	
Subtotal Departmental GSF				6,410	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Information Technology					
IT Staff					
Director	150	1	-	150	
Senior IT Analyst	64	2	-	128	
Information Technology Analyst	64	3	-	192	
Senior Application Developers	64	2	-	128	
Application Developer	64	1	-	64	
Shared Network Printer	12	-	2	24	
Shared Support					
Computer Room	400		1	400	
Computer Workroom	200		1	200	
Storage Room	200		1	200	
Receiving/Staging Area	60		1	60	
Subtotal Staff and Net Area		9		1,546	
Departmental Grossing Factor	30%			464	
Subtotal Departmental GSF				2,010	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Jury Services					
Jury Administration					
Legal Process Supervisor Office	120	1	-	120	
Legal Process Clerk Workstation	48	2	-	96	
Admin Clerk	48	1	-	48	
Shared Network Printer	12	-	1	12	
Jury Processing					
Check-in Counter Station	64	-	2	128	
Queuing Area	250	-	2	500	
Forms Counter	80	-	1	80	
Copy/Printer/Supply	100	-	1	100	
File Unit	12	-	6	72	
Jury Assembly/Waiting				300	Total Jury Call
General Seating	15	-	255	3,825	
Lounge Seating	20	-	15	300	
Carrel Workstation	20	-	6	120	
Table Seating	80	-	6	480	4 seats per table
Juror Support					
Vending Area	120	-	1	120	
Women's Restroom	300	-	1	300	
Men's Restroom	250	-	1	250	
Subtotal Staff and Net Area		4		6,551	
Departmental Grossing Factor	25%			1,638	
Subtotal Departmental GSF				8,189	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Sheriff Operations					
Support					
Lieutenant Office	120	1	-	120	
Sergeant Office	128	2	-	128	
Men's Locker/Shower/Toilet Room	640	-	1	640	
Women's Locker/Shower/Toilet Room	300	-	1	300	
Break/Briefing Room	360	-	1	360	
Copy/Supply Alcove	80	-	1	80	
Central Control Room	250	-	1	250	
Security Equipment Closet	100	-	1	100	
Subtotal Staff and Net Area		3		1,978	
Departmental Grossing Factor	30%			593	
Subtotal Departmental GSF				2,571	
Central In-Custody Holding					
Vehicular Sallyport	2,500	-	1	2,500	In basement
Patrol Vehicle Parking	420	-	4	1,680	
Pedestrian Sallyport	200	-	1	200	
Holding Control	120	-	1	120	Cell Door Control
Central Holding, Adult			108		Total Capacity - Adult
Group Holding - Male	150	-	5	750	15 Capacity
Group Holding - Female	150	-	1	150	15 Capacity
Individual Holding - Male	60	-	10	600	
Individual Holding - Female	60	-	8	480	
Court Dressing Room	40	-	1	40	
Attorney/Detainee Interview Room	60	-	2	120	
Attorney Vestibule/Waiting	60	-	1	60	
Storage Room	100	-	1	100	
Staff Restroom	60	-	1	60	
Janitor Closet	40	-	1	40	
Subtotal Staff and Net Area		-		6,900	
Departmental Grossing Factor	50%			3,450	
Subtotal Departmental GSF				10,350	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Self Help/Family Law Facilitator					
Self Help					
Family Law Facilitator/Manager	120	1	1	120	
Family Law Facilitator	120	2	2	240	
Legal Clerk I/II/III/IV	48	5	5	240	scanner's located on workstation
Office Assistant/Intern/Contract Staff	48	2	2	96	Public reception-check-in
Shared Support					
Printers	6	-	2	12	Shared - located close to legal clerks
Fax Machine	10	-	1	10	Shared - (1) located near legal clerks
Public Waiting					
Seating area	12	-	15	180	Bench Seating (Fixed)
Public Counter; 5 lf (w/ workstation)	40	-	-	-	Office assistants workstation
Reference Library					
Open shelving Unit: 36"x12"x 5 shelves	10	-	2	20	
Open shelving Unit: 36"x18"x 5 shelves	10	-	1	10	Materials Storage Area
Table w/ Seating (6 Chairs)	70	-	1	70	
Bulk Material Storage					
Open shelving Unit: 48" x36" x 5 shelves	24	-	4	96	
Floor Area Storage	10	-	1	10	
Classroom/Workshop					
Computer workstation	36	-	1	36	Public Access
Photocopier High Volume	72	-	1	72	
Storage Cabinet 2 drw; 24"x48" w locking	22	-	3	66	
Worktable; 36" x 96"	48	-	6	288	
FAX Machine	10	-	1	10	Shared
Shredder	10	-	1	10	Shared
File Storage					
Lateral file cabinets 4 drwr, 36"	12	-	1	12	
Open shelving Unit: 36"x18"x 5 shelves	9	-	3	27	Forms storage bins near public counter
Subtotal Staff and Net Area					
		10		1,625	
Departmental Grossing Factor					
	30%			488	
Subtotal Departmental GSF					
				2,113	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Family Court Services					
Family Law Staff					
Director, Family/Children's Services	180	1	-	180	
Court Investigators	64	3	-	192	2 probate, 1 family law
Probate Examiner	120	2	-	240	
Probate Legal Clerks	80	3	-	240	Shared Office, hair follicle testing, requires privacy
Family Law Clerks	80	3	-	240	Shared Office, space for FAX in office
Mediation Meeting Rooms	120	-	4	480	
CLETS Workstation	48	-	1	48	
Public Waiting					
Seating Area A	12	-	12	144	Bench Seating (Fixed)
Seating Area B	12	-	12	144	Bench Seating (Fixed)
Children's Play Area	40	-	1	40	
Reference Library/Bulk Storage Room					
Open shelving Unit: 36"x18"x 5 (in the open)	10	-	2	20	
Open shelving Unit: 36"x24"x 5	16	-	4	64	
Floor Area Storage	60	-	1	60	
Work Room (Probate)					
Photocopier Large; High Volume	72	-	1	72	
Storage Cabinet 2 drw; 24" x48" w locking	22	-	3	66	
Worktable; 36" x 96"	40	-	1	40	
Shredder	10	-	1	10	
FAX Machine	10	-	1	10	
Recycling Bin	10	-	1	10	
File Storage					
Vertical Filing Cabinets 5 drwr	10	-	20	200	
Lateral file cabinets 4 drwr, 36"	12	-	2	24	
Open shelving Unit: 36"x18"x 5 shelves	10	-	2	20	
Subtotal Staff and Net Area		12		2,544	
Departmental Grossing Factor	30%			763	
Subtotal Departmental GSF				3,307	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Building Support					
Staff Support					
Training/Conference Room	800	-	1	800	Divisible with Movable Partition
Law Library/Judges Conference Room	300	-	1	300	
Staff Break Room	450	-	1	450	Centralized
Staff Lactation Room	80	-	1	80	
Staff Shower/Restroom	120	-	2	240	
Subtotal Staff and Net Area		-		1,870	
Departmental Grossing Factor	20%			374	
Subtotal Departmental GSF				2,244	
Children's Waiting Area					
Security/Check-in Station	80	-	1	80	
Reading/Play Area	300	-	1	300	
Clerk/Volunteer Workstation	48	1	-	48	
Supply/Toy Storage	24	-	1	24	
Sink Counter	24	-	1	24	
Restroom	64	-	2	128	
Subtotal Staff and Net Area		1		604	
Departmental Grossing Factor	20%			121	
Subtotal Departmental GSF				725	
Vending Area					
Vending Area	75	-	1	75	3 vending machines
Vending Seating	400	-	1	400	
Subtotal Staff and Net Area		-		475	
Departmental Grossing Factor	20%			95	
Subtotal Departmental GSF				570	
Related Justice Agency Space					
Victim/Witness Room	150	-	1	150	
Law Enforcement Waiting	150	-	1	150	
Media Room	180	-	1	180	
Attorney Convenience Center	100	-	1	100	
Agency Hoteling Office Space	180	-	1	180	
Subtotal Staff and Net Area		-		760	
Departmental Grossing Factor	20%			152	
Subtotal Departmental GSF				912	
AOC OCCMFMU Staff					
Area Supervisor Office	120	1	-	120	
Administrative Coordinator Workstation	64	1	-	64	
Subtotal Staff and Net Area		2		184	
Departmental Grossing Factor	30%			55	
Subtotal Departmental GSF				239	

Building Operations					
Loading/Receiving Dock	200	-	1	200	
Mail Processing and Distribution Center	200	-	1	200	
General Building Storage	200	-	1	200	
Main Electrical Room	400	-	1	400	
Main Telecommunications Room (MDF)	500	-	1	500	
Telecommunications Room (IDF)	100	-	10	1,000	
Trash/Recycling Collection	250	-	1	250	
Housekeeping Office/Storage	200	-	1	200	
Maintenance/Custodial Locker Room	80	-	1	80	
Outdoor Equipment Room	150	-	1	150	
Building Service Equipment/Workshop	250	-	1	250	
Subtotal Staff and Net Area		-		3,230	
Departmental Grossing Factor	20%			646	
Subtotal Departmental GSF				3,876	
Secure Parking					
Secured Judges Parking	420	-	26	10,920	In basement
Visiting Judges Parking	420	-	2	840	In basement
Executive Staff Parking	420	-	4	1,680	In basement
Subtotal Staff and Net Area		-		13,440	
Vehicular Circulation	35%			4,704	
Subtotal Departmental GSF				18,144	
Subtotal Staff and Net Area		3		20,563	
Subtotal Departmental GSF				26,710	